

**CITY OF ALEXANDRIA  
DEPARTMENT OF RECREATION, PARKS & CULTURAL ACTIVITIES  
1108 JEFFERSON STREET  
ALEXANDRIA, VA 22314**

**PERMISSION PERMIT**

To serve beer, champagne and/or wine

Note: This permit, once approved, must be shown to the Virginia Department of Alcohol Beverage Control to obtain a banquet license to serve beer, champagne and/or wine. **A copy of this license must be mailed or faxed to the Department of Recreation at least 72 hours before the scheduled event.** Alcoholic beverages may not be sold except at City-approved festivals. In this case, the sponsoring organization must also obtain a City Banquet License - City Code Section 20-38-9 from the City Finance Department at City Hall.

This certifies that (name) \_\_\_\_\_ (address) \_\_\_\_\_  
has the permission of the Alexandria Department of Recreation, Parks and Cultural Activities to serve beer, champagne and/or wine at \_\_\_\_\_ Park on \_\_\_\_/\_\_\_\_/2004 from \_\_\_\_\_ to \_\_\_\_\_. This form must accompany application for a banquet license from the Virginia Department of Alcohol Beverage Control before final approval is granted.

Date: \_\_\_\_/\_\_\_\_/2004

Staff Signature \_\_\_\_\_

Title \_\_\_\_\_

**PROCEDURE FOR OBTAINING PERMISSION  
TO SERVE ALCOHOLIC BEVERAGES**

The serving or consumption of alcoholic beverages at recreation facilities, playgrounds, ballfields, pools and parks in the City is prohibited except with a Department of Recreation Permission Permit and a Virginia Department of Alcoholic Beverage Control Banquet License (ABC permit).

Alcoholic beverages may be consumed at designated parks with a permit and a reservation for groups of 25 or more. Only draft beer and wine will be permitted in the park. Beer must be in a keg and served in paper cups. In addition to the picnic site reservation fee, a \$25 processing fee (non-refundable) is required from groups who wish to obtain an ABC License to serve beer and wine. The Alcohol Permit will not be issued less than two weeks prior to the date of a reservation. After receiving permission from the Department of Recreation, Parks and Cultural Activities, the applicant is required to obtain an ABC permit at 501 Montgomery Street, Alexandria, Virginia. The Banquet License fee is an additional \$45 fee paid to the Virginia Department of Alcoholic Beverage Control. The person or business applying for a picnic reservation and an ABC permit must have an address within the City of Alexandria. The person whose signature appears on the picnic reservation must be the person to apply at the ABC board. Personal or company checks must match the address shown on the ABC application and have a Virginia address.